The Legislature of Rockland County

PHILIP SOSKIN
LEGISLATOR - DISTRICT 7
CHAIR, MULTI-SERVICES COMMITTEE

AGENDA
MULTI-SERVICES COMMITTEE
TUESDAY, FEBRUARY 26, 2013
6:00 P.M.

ROLL CALL

ADOPTION OF THE MINUTES OF THE 1/29/13 & 2/13/13 MEETINGS

1. REF. #9359 - CONFIRMING THE APPOINTMENT OF LAURA S. CARBONE, M.D. AS MEDICAL EXAMINER OF ROCKLAND COUNTY
(S. VANDERHOEF, COUNTY EXECUTIVE, COUNTY EXECUTIVE OFFICE)

2. REF. #6546 - APPROVING ACCEPTANCE OF GRANT IN THE AMOUNT OF $10,000 (NCTD) FROM THE NEW YORK STATE DEPARTMENT OF HEALTH CREATING HEALTHY PLACES TO LIVE, WORK AND PLAY – WORKSITE WELLNESS GRANT TO PERFORM CANCER RELATED ACTIVITIES WITH $5,000 BEING FOR THE PERIOD JANUARY 1, 2013 THROUGH JUNE 29, 2013 AND $5,000 BEING FOR THE PERIOD JUNE 30, 2013 THROUGH JUNE 29, 2014 AND AUTHORIZING EXECUTION OF ALL NECESSARY GRANT DOCUMENTS BY THE COUNTY EXECUTIVE [DEPARTMENT OF HEALTH] ($10,000)
(DR. J. FACELLE, COMMISSIONER, DEPARTMENT OF HEALTH)

3. REF. #2973 - APPROVING THE EXTENSION OF AND AMENDMENT TO THE CONTRACT IN EXCESS OF $100,000 WITH LEXINGTON CENTER FOR RECOVERY, INC. FOR A METHADONE TREATMENT SERVICES MANAGEMENT CONTRACT FOR OUTPATIENT CLIENTS OF THE DEPARTMENT OF MENTAL HEALTH UNDER RFB-RC-06-022 ESTENDING THE TERM OF THE CONTRACT FROM JANUARY 1, 2013 THROUGH JUNE 30, 2013 AND INCREASING THE AMOUNT OF THE CONTRACT BY $302,936 FOR A TOTAL AMOUNT NOT TO EXCEED $908,809 FOR THE FULL PERIOD FROM APRIL 1, 2012 THROUGH JUNE 30, 2013 AND AUTHORIZING THE COUNTY EXECUTIVE TO EXECUTE THE EXTENSION/AMENDMENT TO THE CONTRACT [DEPARTMENT OF MENTAL HEALTH] ($908,809)
(M. WALSH TOZER, COMMISSIONER, DEPARTMENT OF MENTAL HEALTH)
[Additional back-up with Clerk]

4. REF. #2973 - APPROPRIATION OF FUNDS FROM THE STOP-DWI RESERVE ACCOUNT IN THE AMOUNT OF $34,750 IN ORDER TO CONTRACT WITH LEXINGTON CENTER FOR RECOVERY, INC. SO THAT THIS ORGANIZATION CAN HIRE A QUALIFIED INDIVIDUAL TO PROVIDE CASE MANAGEMENT, ADDICTION COUNSELING AND DRUG TESTING SERVICES TO FELONY DWI OFFENDERS IN ROCKLAND COUNTY DRUG COURT FOR THE PERIOD ENDING DECEMBER 31, 2013 [STOP-DWI] ($34,750)
(L. CHERNIN, COORDINATOR, STOP-DWI)

"The Rockland County Legislature is committed to full compliance with the Americans with Disabilities Act. To that end, the Legislature is committed to creating an accessible environment for all. To request accommodations that you may require, please call Damaris Alvarez at 845-638-5248 (845-708-7899 for TTY/TDD). Please request these accommodations three (3) days in advance so that we can seek to meet your needs."

MS 2.26.13.AGA/PS

Introduced by Referral No.

DRAFT

RESOLUTION NO. OF 2013
CONFIRMING THE APPOINTMENT OF
LAURA S. CARBONE, M.D.
AS MEDICAL EXAMINER OF ROCKLAND COUNTY

WHEREAS, Section C7.04 (1) of the Rockland County Charter provides that the County Executive, subject to confirmation by the County Legislature, shall appoint a Medical Examiner for a term of four (4) years; and

WHEREAS, The position of Medical Examiner is currently vacant; and

WHEREAS, Dr. Carbone is Board Certified in Forensic Pathology, Anatomic and Clinic Pathology; and

WHEREAS, Since October 2012, Laura S. Carbone, M.D. has served as Acting Medical Examiner; and

WHEREAS, The County Executive has appointed Laura S. Carbone, M.D., New City, New York, as Rockland County Medical Examiner, to a four (4) year term subject to legislative confirmation; and

WHEREAS, The Committees of the Legislature have met, considered and approved this resolution; now, therefore be it

RESOLVED, That the Legislature of Rockland County hereby confirms the appointment of Laura S. Carbone M.D., New City, New York, as Rockland County Medical Examiner, for a four (4) year term, in accordance with, the Rockland County Charter, at the current salary which is set forth in the 2013 County budget; and be it further

RESOLVED, That the Clerk to the Legislature is hereby directed to send a copy of this resolution to the appointee, Laura. S. Carbone, M.D.

VWJ:mf
2013-00553
2-4-13

Introduced by: Referral No.

RESOLUTION NO. OF 2013
APPROVING ACCEPTANCE OF GRANT
IN THE AMOUNT OF $10,000 (NCTD)
FROM THE NEW YORK STATE DEPARTMENT OF HEALTH
CREATING HEALTHY PLACES TO LIVE, WORK
AND PLAY - WORKSITE WELLNESS GRANT
TO PERFORM CANCER RELATED ACTIVITIES
WITH $5,000 BEING FOR THE PERIOD
JANUARY 1, 2013 THROUGH JUNE 29, 2013
AND $5,000 BEING FOR THE PERIOD
JUNE 30, 2013 THROUGH JUNE 29, 2014
AND AUTHORIZING EXECUTION OF ALL NECESSARY
GRANT DOCUMENTS BY THE COUNTY EXECUTIVE
[DEPARTMENT OF HEALTH]
($10,000)

WHEREAS, The Commissioner of Health has advised the County Executive and the Legislature of Rockland County that a Creating Healthy Places to Live, Work and Play - Worksite Wellness grant has been awarded to her department from the New York State Department of Health in the amount of $10,000, with $5,000 being for the period January 1, 2013 through June 29, 2013 and $5,000 being for the period June 30, 2013 through June 29, 2014; and

WHEREAS, This grant will be use to perform cancer related activities; and

WHEREAS, No County tax dollars (NCTD) are required to accept said grant; and

WHEREAS, It is necessary to appropriate said amount to the proper accounts; and

WHEREAS, The Committees of the Legislature have met, considered and approved this resolution, now, therefore, be it

RESOLVED, That the Legislature of Rockland County hereby approves the acceptance of a Creating Healthy Places to Live, Work and Play Grant - Worksite Wellness grant award from the New York State Department of Health in the amount of $10,000, with $5,000 being for the period January 1, 2013 through June 29, 2013 and $5,000 being for the period June 30, 2013 through June 29, 2014, and authorizes execution of all necessary grant documents by the County Executive, subject to the approval of the County Attorney; and be it further

RESOLVED, That no County tax dollars (NCTD) are required to accept said grant; and be it further

RESOLVED, That the Commissioner of Finance is hereby authorized to increase the following accounts in the amounts indicated:

GENERAL FUND - 2013

Increase Approp. Acct. (Credit):		
A-DOH-4010 -GH05 -E4090	Fees for Services, Non-Employee	5,000
-E4098	Services from Other County Depts.	5,000
Increase Est. Rev. Acct. (Debit):		
A-DOH-4010 -GH05 -R3480	Health Grant(s)	10,000

TS:lo
2013-00415
1/24/13

RESOLUTION NO. OF 2013
APPROVING THE EXTENSION OF AND AMENDMENT TO
THE CONTRACT IN EXCESS OF $100,000
WITH LEXINGTON CENTER FOR RECOVERY, INC.
FOR A METHADONE TREATMENT SERVICES MANAGEMENT CONTRACT
FOR OUTPATIENT CLIENTS OF THE DEPARTMENT OF MENTAL HEALTH
UNDER RFP-RC-06-022
EXTENDING THE TERM OF THE CONTRACT
FROM JANUARY 1, 2013 THROUGH JUNE 30, 2013
AND INCREASING THE AMOUNT OF THE CONTRACT BY $302,936
FOR A TOTAL AMOUNT NOT TO EXCEED $908,809
FOR THE FULL PERIOD FROM APRIL 1, 2012 THROUGH JUNE 30, 2013
AND AUTHORIZING THE COUNTY EXECUTIVE TO EXECUTE THE
EXTENSION/AMENDMENT TO THE CONTRACT
[DEPARTMENT OF MENTAL HEALTH]
($908,809)

DRAFT

WHEREAS, By Resolution No. 54 of 2012, the Legislature of Rockland County approved the contract in excess of $100,000 with Lexington Center for Recovery, Inc. ("Lexington"), 116 Radio Circle, Suite 309, Mount Kisco, New York 10549, for a Methadone Treatment Services Management Contract (the "Management Contract") for outpatient clients of the Department of Mental Health (RCDMH) under RFP-RC-06-022 in the amount of $605,873 for the period from April 1, 2012 through December 31, 2012; and

WHEREAS, In accordance with Resolution No. 54 of 2012, the Management Contract was full executed on March 1, 2012; and

WHEREAS, Lexington provides, on behalf of RCDMH, staffing and active treatment services to clients at the County's Opioid Treatment Program (the "Program"), which is located at the Dr. Robert L. Yeager Health Center, Building D, Second Floor, Sanatorium Road, Pomona, New York; and

WHEREAS, Lexington has applied to the New York State Department of Health (DOH) for a license to operate the Program, and RCDMH has applied for permission to close the Program and transfer it to Lexington; and

WHEREAS, Lexington's application still is pending approval from the DOH; and

WHEREAS, RCDMH no longer maintains any staff to operate the Program; and

WHEREAS, The Commissioner of RCDMH therefore requests that the County Executive and the Legislature of Rockland County extend the term of the Management Contract from January 1, 2013 through June 30, 2013, pending Lexington's approval of a license to operate the Program, and increase the amount of the contract by $302,936 for a total amount not to exceed $908,809 for the full period from April 1, 2012 through June 30, 2013; and

WHEREAS, Local Law No. 18 of 1996 provides for the Legislature to approve the "execution of all contracts in excess of $100,000 entered into by the County"; and

WHEREAS, Sufficient funding for this extension of and amendment to the contract exists in the 2013 Budget of the Department of Mental Health; and

WHEREAS, The Committees of the Legislature have met, considered and approved this resolution; now, therefore, be it

RESOLVED, That the Legislature of Rockland County hereby approves the extension of and amendment to the contract in excess of $100,000 with Lexington Center for Recovery, Inc. ("Lexington"), 116 Radio Circle, Suite 309, Mount Kisco, New York 10549, for a Methadone Treatment Services Management Contract (the "Management Contract") for outpatient clients of the Department of Mental Health under RFP-RC-06-022, extending the term of the Management Contract from January 1, 2013 through June 30, 2013, pending Lexington's approval of a license to operate the County's Opioid Treatment Program, and increasing the amount of the contract by $302,936 for a total amount not to exceed $908,809 for the full period from April 1, 2012 through June 30, 2013, and authorizes the County Executive to execute the extension/amendment to the Management Contract, subject to the approval of the County Attorney; and be it further

RESOLVED, That sufficient funding for this extension of and amendment to the Management Contract exists in the 2013 Budget of the Department of Mental Health.

BB:mf
2013-00362
1-22-13

ROCKLAND COUNTY DEPARTMENT OF MENTAL HEALTH
2013 CONTRACT AGENCY SCHEDULE A
AGENCY CERTIFICATION

AGENCY CERTIFICATION

This certification is made to acknowledge that the underlying grant, contract, project or other agreement involves the use of federal or state aid, which requires the Agency Director to be fully familiar with its scope and to confirm that the Agency will proceed and/or has proceeded in compliance with all the applicable aid requirements.

I, Adrienne Marcus (name), Executive Director (title)
of Lexington Center for Recovery (name of Agency), regarding
Contract/Project Name: **Lexington Center for Recovery, Inc. – 2013 – METHADONE MANAGEMENT TREATMENT SERVICES**
hereby certify and represent to the Rockland County Commissioner of Mental Health/County of Rockland as follows:

1) That I am fully familiar with all of the terms, conditions, obligations and other requirements contained in the grant or contract documents and the applicable federal and state laws, rules and regulations.
2) That the document attached is complete, accurate and timely submitted and is consistent with all applicable laws, regulations, rules and guidelines;
3) That no false, fictitious, fraudulent or inaccurate claims for payment or reimbursement of any kind has been made or is being submitted;
4) That the document attached has not been generated as a result of the making or submission of any false, deceptive or misleading entries or statements;
5) That all required testing has been accurately and timely conducted and performed, that all required documentation, record-keeping and standards have been properly and timely prepared and maintained and that all required rules and procedures have been followed;
6) That in all other respects, execution of the attached document is consistent with all applicable federal, state and local laws and regulations, processes, procedures, documentation and record-keeping requirements, authorizations, approvals, certifications and other requirements and in compliance with all legal and ethical obligations with respect to honesty, integrity and fair dealing with the County of Rockland and the Rockland County Department of Mental Health. Funds will only be used for purposes outlined in Spending Plan Guidelines;
7) That I agree with the terms of this certification above.

Adrienne Marcus
(Signature)

Dated: January 7, 2012

LEXINGTON CENTER FOR RECOVERY

METHADONE TREATMENT MANAGEMENT SERVICES

2012

SCHEDULE A

- The Lexington Center for Recovery (Lexington) shall provide methadone treatment management services at the Opioid Treatment Program, Dr. Robert L. Yeager Health Center, Building D, Second Floor, Sanatorium Road, Pomona, New York (the "Premises").

- Lexington shall provide methadone treatment services at the Opioid Treatment Program six (6) days per week during the current established operating hours which are as follows: Mondays 6:00 a.m. – 2:00 p.m.; Tuesdays 6:00 a.m. – 6:00 p.m.; Wednesdays and Thursdays 6:00 a.m. – 5:00 p.m.; Fridays 6:00 a.m. – 2:00 p.m.; and Saturdays 6:00 a.m. - 2 p.m. No changes in program hours are to be made without a written request to, and approval by, the County of Rockland ("County") Department of Mental Health ("DMH"), which is the Local Government Unit (LGU).

- Lexington shall to all applicable licensing and regulatory standards of the New York State Office of Alcoholism and Substance Abuse Services (OASAS), which include, but are not limited to, meeting all established reporting time frames for administrative and fiscal reporting in operating an Opioid Treatment Program.

- Lexington shall comply with all applicable accreditation, certification and treatment standards pertaining to the operation of an Opioid Treatment Program as set forth in 42 C.F.R. Part 8 including, but not limited to, the Federal Opioid Treatment Standards set forth in 42 C.F.R. § 8.12 (2010).

- During the course of this management contract, Lexington shall provide evidence to RCDMH that it is actively pursuing all the appropriate filing and documentation standards to obtain an operating license to provide services at Summit Park Hospital.

- Lexington shall not exceed the existing licensing capacity of 200 consumers without prior written approval from the LGU and OASAS and meet all OASAS staffing and documentation requirements.

- Lexington shall maintain and shall be able to implement an emergency nursing coverage-staffing plan in the event of an emergency or any unforeseen circumstance to ensure that there is no disruption in the dispensing of methadone medication on any given day and shall submit to DMH a copy of both its emergency nursing coverage-staffing plan and emergency response plan.

- Lexington shall submit any requested/required reports to the LGU at the following address: Rockland County Department of Mental Health, Mental Administration, Building F, 50 Sanatorium Road, Pomona, NY 10970, Attn: Susan Thomson.

- On or before the 6th day of each month, Lexington shall ensure the timely entry of program operations data into the OASAS database.

- On or before the 6th day of each month, Lexington shall submit a monthly report to DMH which includes the number of: (1) current admissions; (2) clients applying for admission; (3) days waiting time to begin treatment; and (4) clients on waiting list for services, if applicable.

- Termination/Amendment

  This agreement will be month to month and will terminate upon Lexington Center for Recovery, Inc. obtaining their operating certificate from New York State Dept of Health, as well as other Regulatory Agencies approvals.

- Lexington shall adhere to established performance indicators as identified in the OASAS IPMES/Workscope Objective Attainment System, which includes the following for 2012:

  - Methadone Program Utilization Rate: 90%
  - Client/Direct Care Staff Ratio: 30
  - Discontinued Use: 55%
  - 1-Month Retention: 90%
  - 3-Month Retention: 85 %
  - 6-Month Retention: 75%
  - 1-Year Retention: 55%
  - Maintain F/T or Improved Employment Status: 60%
  - Reduction in 6-Month Arrests: 75%
  - Counseling Sessions per FTE per Week: 14
  - Patient to Primary Counselor Ratio: 50

- On or before December 1st of each year, Lexington shall submit an annual operational assessment to the LGU, which should include: (1) operational hours; (2) clinical services offered; (3) staffing pattern; (4) quality assurance activities including any performance improvement projects and findings; (5) demographic data analysis; (6) relevant patient related information; (7) operational analysis of annual trends and patterns, challenges and accomplishments with a focus towards timely access to care and implementation of evidence-based programming; (8) annual review of fiscal operations and performance including program budget, payer mix, types of billed services, etc.; (9) results and analysis of at least one consumer satisfaction survey administered annually; and (10) measurable programmatic goals for the upcoming year based upon analysis of Workscope metrics, administered consumer surveys and review of annual operations.

- The County, in accordance with the recommendations of the Drug Enforcement Administration (DEA) and OASAS opioid treatment practice standards, shall ensure that a supply of methadone medication shall always be available during the terms of this management agreement. The County shall not bill Lexington separately for this medication.

- Lexington shall provide RCDMH with required documentation required to appropriately bill clients on a weekly basis for services rendered during the course of this management agreement.

- The County shall provide the facility, furnishings, computers, software, necessary for the operation of the methadone program.

- Customers: The Methadone Maintenance Treatment Program provides assessment and referral for the chemically dependent population and outpatient treatment and support services for individuals affected by opiod addiction covering Rockland County. The program provides treatment for up to 200 patients at a time. Patients enter the program either by self-referral or referral by other agency. Initial screenings are done either by Help-line appointments or drop in. Assessments are preformed based on NYS regulations for the program, and an assessment is done prior to admission for type of treatment and level of care determination. A full assessment following admission occurs within a prescribed time period based on regulations for the program. All duties are preformed according to guidelines provided in

departmental policies and procedures, as well as by New York State Office of Alcoholism and Substance Abuse Services (OASAS) and NYS Department of Health (DOH), as well as federal Substance Abuse and Mental Health Services Administration (SAMSHA) regulations governing the provision of services by licensed and certified chemical dependency providers.

METHODS USED TO ASSESS AND MEET PATIENTS NEEDS:
Clinical services provided include, but are not limited to:

- Patient Assessment based on age specific needs
- Patient Education
- Physical Examination
- Health Assessment and Referral
- Psychiatric Evaluation
- Patient Satisfaction Survey
- Vocational and Educational Assessment and Referral
- Individuals and Group Counseling
- Activities Therapy
- Methadone Maintenance Treatment and Methadone to Abstinence Services

IMPORTANT FUNCTIONS:
The Important Functions include but are not limited to:

Patient Rights

- Confidentiality
- Privacy
- Communication
- Informed consent

Patient Assessment

- Psychosocial
- Physical exam
- Treatment diagnosis
- Legal history
- Vocational/educational
- Nutritional
- Psychiatric
- Social functioning and support

Care of the Patient and Evaluation

- Individual and group therapeutic counseling
- Preparing, distribution and control of medications
- Drug therapy monitoring
- Clinical information
- Referrals
- Interactions – Drug/Drug, Food/Drug

Education of the Patient

- Patient medication use
- Disease process teaching

Environment of Care

- Emergency preparedness
- Hazardous material and waste
- Life safety
- Medical equipment
- Safety
- Security
- Utilities

Improving Organization Performance

- Performance improvement
- Medication use evaluation
- Adverse drug reaction
- Medication error review
- Productivity
- Medical records are assessed for timeliness and completeness on a month

Management of Human resources

- Job descriptions
- Qualifications
- Staffing
- Orientation and training
- Continuing education
- Performance evaluation
- Competence evaluation

Management of Information

- Medication computer system and maintenance and integration
- Transmission of data
- Confidentiality of information
- Security of information
- Provision of information

Surveillance, prevention and control of infection

- Prevention
- Preparation of Meds
- Storage of meds
- Control of meds
- Control
- Appropriate medication usage

STAFF REQUIREMENTS:
All staff will meet or exceed the skill mix of staff as determined by OASAS regulations for each.

POLICY AND PROCEDURE:
Departmental policies and procedures are developed to describe how the department assesses and meets the needs of patients and families. The process for developing policies and procedures includes, but is not limited to the following:

- Types and ages of patients served
- Methods used to assess and meet patient care needs
- Scope and complexity of patient care needs
- The appropriateness, clinical necessity and timeliness of services provided by the department and other departments of the hospital
- The availability of necessary staff
- Recognized standard of practice guidelines
- State and County regulations and requirements
- Council on Accreditation standards

STAFFING PLAN
The staffing plan takes into consideration patient needs and required staffing by NYS OASAS regulation. A complete staffing plan by Program is on file at the Lexington Center for Recovery, Inc.

Staffing plans are reviewed monthly for utilization, turnover, performance assessment and improvement activities, changes in customer needs, and budget. This review is performed as a part of the monthly budget and program evaluation.

ASSIGNMENTS:
Assignment of patient care is based on consideration of patient's overall needs. A patient is assigned a primary counselor and seen individually for continued assessment, counseling and treatment planning and referral. Each patient receives a physical exam by a qualified health professional as identified in NYS OASAS regulations.

AMOUNT OF CONTRACT:	**$605,873.**
THIS AMENDMENT A	**$302,936.**
REVISED CONTRACT AMOUNT	**$908,809.**

AMENDMENT A: TERM OF CONTRACT: 1/1/13 THRU 6/30/13

Introduced by: Referral No.

DRAFT

RESOLUTION NO. OF 2013
APPROPRIATION OF FUNDS
FROM THE STOP-DWI RESERVE ACCOUNT
IN THE AMOUNT OF $34,750
IN ORDER TO CONTRACT WITH
LEXINGTON CENTER FOR RECOVERY, INC.
SO THAT THIS ORGANIZATION CAN HIRE A
QUALIFIED INDIVIDUAL TO PROVIDE CASE MANAGEMENT,
ADDICTION COUNSELING AND DRUG TESTING SERVICES TO
FELONY DWI OFFENDERS IN ROCKLAND COUNTY DRUG COURT
FOR THE PERIOD ENDING DECEMBER 31, 2013
[STOP-DWI]
($34,750)

WHEREAS, The Coordinator of STOP-DWI has requested that $34,750 of funds from balance sheet account A-8891 (Reserve - STOP-DWI) needs to be appropriated to her department in order to contract with Lexington Center for Recovery, Inc. so that this organization can hire a qualified individual to provide case management, addiction counseling and drug testing services to felony DWI offenders in Rockland County Drug Court for the period ending December 31, 2013; and

WHEREAS, The adoption of this resolution does not involve the expenditure of any County funds since sufficient funds to cover total $34,750 appropriation exists within said balance sheet account; and

WHEREAS, The Committees of the Legislature have met, considered and approved this resolution, now, therefore, be it

RESOLVED, That the Legislature of Rockland County hereby approves appropriating $34,750 of funds from balance sheet account A-8891 (Reserve - STOP-DWI) to the STOP-DWI department in order to contract with Lexington Center for Recovery, Inc. so that this organization can hire a qualified individual to provide case management, addiction counseling and drug testing services to felony DWI offenders in Rockland County Drug Court for the period ending December 31, 2013; and

RESOLVED, That the Commissioner of Finance is hereby authorized to increase the following accounts in the amounts indicated:

GENERAL FUND - 2013

Increase Approp. Acct. (Credit):		
A-EXE-4250-E4090	Fees for Services, Non-Employee	34,750
Increase Approp. Fund Bal. (Debit):		
A-UNC-9990-R5990	(Reserved for STOP-DWI)	34,750

TM:mf
2013-00256
1-16-13